



LIMITING CRISIS THROUGH GOOD COMMUNICATION

JOINING INSTRUCTIONS

Monday 27th November
Start 10:30am
Tuesday 28th November
Finish 3:00pm
SYDNEY

INTRODUCTION

WORKSHOP OVERVIEW

This comprehensive member workshop will delve into the intricacies of effective communication and its pivotal role in determining the success or failure of a response effort. Throughout this workshop, we will extensively explore the various challenges, opportunities, as well as the operational and reputational risks associated with communication.

The training program will not only analyse successful communication strategies and common pitfalls on both individual and organizational levels but also offer insights into upcoming communication channels and emerging opportunities. The workshop is designed to be highly engaging, featuring a range of interactive activities and discussions aimed at bringing key concepts to life and ensuring the consolidation of learning outcomes.

Facilitated by one of our NBRT Mentors, who boasts considerable experience in the field of Public Information, this workshop has been thoughtfully curated by our very own members for our members. It is a versatile event that promises to benefit all functions within the IMT, offering discussions, activities, and content that are pertinent to everyone involved. Additionally, the workshop will provide ample networking opportunities, including a social event scheduled for Monday evening, group activities within the workshop, and plenty of chances for group discussions.

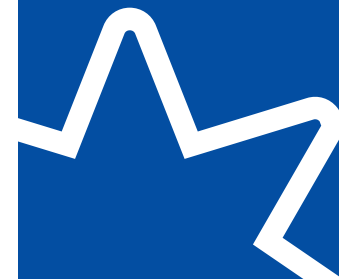
PRESENTERS

Kirsten Philips | NBRT Mentor Public Information

Director, Partnerships and Engagement Strategy, Queensland DAF
Kirsten has been a member of NBRT since 2017 and sits as a mentor within the Public Information function. She is an experienced, fun and engaging presenter and has years of communications expertise to share with the members.

Ron Glanville | Biosecurity Advisory Service

Ron has worked for over 45 years in the field of Biosecurity, in policy, scientific and operational areas, within the areas of animal and plant health as well as invasive plants and animals. Ron has a wealth of deployment and incident management experience with leadership roles within over 30 biosecurity emergencies.



WORKSHOP SCHEDULE

Start 10.30am - Welcome, introductions and housekeeping

Session topic 1 - Overview of public information in biosecurity incidents. The importance of communication and engagement

Session topic 2 - The importance of messaging

Session topic 3 - Social media

Session topic 4 - Reputation risk

Session topic 5 - Briefings and handovers

Session topic 4 - Engaging Industry in a Response

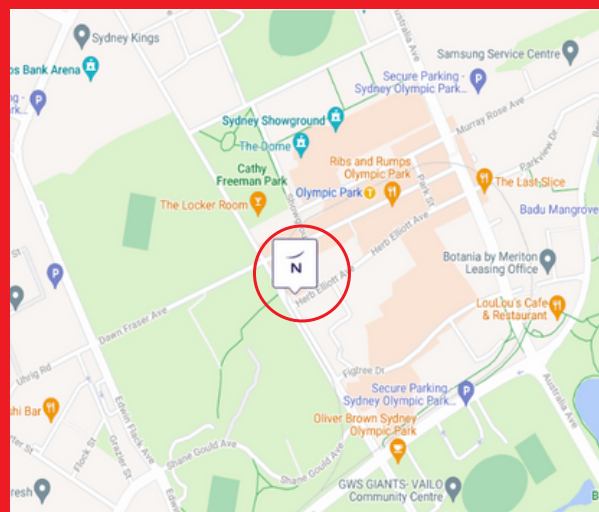
Social event Monday Evening

LOCATION

Conference Venue
Novotel - Sydney Olympic Park

Address
11A Olympic Blvd, Sydney Olympic Park NSW 2127

Phone
+61 2 8762 1111



TRAVEL AND ACCOMMODATION

Reasonable travel and accommodation expenses of NBRT members for attending the workshop will be covered by the NBRT program.

To book your travel and accommodation, please complete and submit a Travel Request Form and return it to NBRT@animalhealthaustralia.com.au

Accommodation will be provided at Novotel Sydney. Bookings will be subject to availability. To ensure a spot at one of our recommended hotels please return your travel form ASAP.

You will receive confirmation of your flights and/or accommodation from our Corporate Traveller. Should you need your travel and/or accommodation arrangements changed, please notify Animal Health Australia and Corporate Traveller at your earliest convenience.

CLAIMING EXPENSES

Reasonable expenses incurred by NBRT members for the purposes of attending the workshop, such as taxi fares and meals, can be reimbursed. However, items such as alcohol and minibar purchases are not included.

To claim expenses, please complete and submit an [Expense Claim Form](#) with receipts within 30 days of the workshop (also found on the [NBRT members' portal](#), under 'Resources' > 'NBRT Program'). Alternatively, reasonable expenses covered using workplace credit cards can be claimed back by the relevant agency by invoicing Animal Health Australia.

Travel policies

Please note that, unless agreed to in advance and in writing, neither Animal Health Australia nor the Program will be responsible for covering costs outside of what has been described within these joining instructions (e.g. costs associated with quarantine; health services etc). As such, it is strongly recommended that participants refer to their agency's travel policies and the relevant health guidelines prior to arranging travel and accommodation.

ATTENDING THE WORKSHOP

BEFORE THE WORKSHOP

Please ensure that you have completed the below prior to attending the sessions.

- ☐ Read through the joining instructions carefully.
- ☐ Received approval for attending from your line management.
- ☐ Submitted a registration form to confirm your attendance (by COB Friday, 27 Oct).
- ☐ Booked your travel and accommodation using the [Travel Request Form](#), send to nbrt@animalhealthaustralia.com.au

Submit registration to confirm your attendance by COB Friday 27th October 2023. To ensure you receive a place in the workshop submit your registration as soon as possible.

[REGISTER HERE](#)

CONTACTS

For enquiries, please contact

Geraldine Wickham

02 6203 3930

[NBRT@animalhealthaustralia.com.au](mailto:NBRt@animalhealthaustralia.com.au)

**NATIONAL
BIOSECURITY
RESPONSE TEAM**

